

**PERTH AND KINROSS COUNCIL
STRATEGIC POLICY AND RESOURCES COMMITTEE
EMPLOYEES JOINT CONSULTATIVE COMMITTEE**

Minute of meeting of the Employees Joint Consultative Committee, held in the Council Chamber, 2 High Street, Perth on Thursday 28 February 2019 at 10.00am.

Present: Representing Perth and Kinross Council:

Councillors H Anderson; D Illingworth (on behalf of Councillor M Lyle), R McCall and S McCole (all Perth and Kinross Council); K Robertson (on behalf of Executive Director (Education and Children Services)).

Present: Representing Trade Unions:

S Hope, M Dickson, T Maric and B Nichol (all UNISON) and S Robertson (Unite the Union).

In Attendance: K Donaldson (Corporate Human Resources Manager), P Johnstone, S McLeod, C Flynn and L Brown (all Corporate and Democratic Services).

Apologies: Councillor M Lyle (Perth and Kinross Council) and H Meldrum (GMB).

S Hope in the Chair

1. DECLARATIONS OF INTEREST

There were no declarations of interest in terms of the Councillors' Code of Conduct.

2. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Employees Joint Consultative Committee of 22 November 2018 was submitted and approved as a correct record subject to a clarification to the fourth paragraph on page 2 that K Robertson had provided a position statement to the EJCC on behalf of Mitie and Tayside Contracts.

3. MATTERS ARISING

(i) Employee Engagement Survey (Item 5 refers)

S Hope enquired if it was mandatory that managers should meet with and provide feedback to their teams on the employee engagement survey results and if so what guidance was available to them in this regard. In response K Donaldson advised that although not monitored centrally, the Senior Management Team within each Council Service encouraged and expected their managers to discuss the survey results

at a team level. She confirmed that guidance was available but acknowledged this might need to be reviewed.

(ii) Council Budget

K Donaldson advised of two recent meetings with the Chief Executive and Head of Finance ahead of setting the Council Revenue Budget. At the second of these meetings, the Corporate HR Manager highlighted proposals for some amendments to the Council's retirement scheme, an annual leave purchase scheme and a Personal Contract Purchase (PCP) scheme which would enable employees to purchase an electric car. Meetings would be arranged in the coming weeks with the trade unions to obtain their views on the proposals.

4. JOINT SECRETARY FOR TRADE UNIONS

The Trade Union representatives unanimously agreed that Susan Robertson of Unite the Union be appointed as the Joint Secretary of the Employees Joint Consultative Committee for the Trade Union side.

5. HEALTH AND WELLBEING

The Committee received a presentation from S McLeod, Team Leader, Human Resources on progress in preparing the new Health and Wellbeing Framework for Council employees.

S McLeod advised that a range of consultation events had taken place involving employees, managers and trade unions on the shape of the new Health and Wellbeing Framework. The promotion of employee health and wellbeing had also formed part of the discussion at a Corporate Management Team Workshop on the Corporate Workforce Plan.

Feedback from the consultations had highlighted the following:

- overly prescriptive and procedurally focused policies
- the procedures focus on the minority
- an over-reliance on occupational health input,
- the need to adopt a more holistic approach to employee health and wellbeing
- managers would like more training
- the importance of good relations between an employee and their line manager, and
- the need to encourage regular discussion on health and wellbeing between the line manager and the employee

S McLeod advised the new framework will focus on prevention and what support is available for employees. More emphasis will be placed on the fit note and the appropriate use of the occupational health service. She advised it is proposed that there be no mandatory meetings with employees and that

managers should decide on what is the most appropriate action on a case by case basis.

A meeting with the Trade Unions to go over the proposals in more detail will be held in the coming week prior to the new Health and Wellbeing Framework being submitted to the Strategic Policy and Resources Committee for consideration.

The Committee:

- (i) Agreed that a further update be submitted to the Joint Consultative Committee prior to the implementation of the Framework.

6. ETHICAL CARE CHARTER

P Steel advised that the Council had signed up to incorporate the Ethical Care Charter within the Council's Framework for Commissioned Services and those commissioned services were expected to apply the standards set out in the Charter. She further advised that the Council had carried out a survey as part of its contract monitoring process and that all commissioned home care providers had confirmed they complied with the National Living Wage, paid statutory sick pay and supported training for their workers.

The Committee agreed:

- (i) A representative from Adult Social Work Services be requested to submit an update report to the next meeting.

7. ANY OTHER COMPETENT BUSINESS

(i) Constitution

K Donaldson advised of plans to review the membership of the Employees Joint Consultative Committee in order to ensure there is equity in the membership of the Trade Union and Management sides.

8. DATE OF NEXT MEETING

23 May 2019 at 10.00am.

Post meeting note:

Due to the European Elections being called on the 23 May 2019 the date of the next meeting was moved to 30 May 2019.

VALEDICTORIES

(i) Keith Ridley

The Convener extended his thanks to Keith Ridley, HR Manager, for his support to the Committee over many years and wished him well in his retirement from the Council.

(ii) Tony Maric

The Convener extended his thanks for Tony Maric for his support to the Committee and his work for Unison on equality and disability issues and wished him well in his new position with Aberdeen City Council.

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